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12 MAR 1970

MEMORANDUM FOR: CIA Members of USIB Committees

SUBJECT : Coordination of CIA Positions on
USIB Committee Reports

1. CIA members of USIB committees and subcommittees are responsible for representing the interests of all CIA components and for ensuring that the authoritative views of pertinent Agency officials are sought and considered as Agency positions are developed. CIA members of respective committees and subcommittees usually are from an Agency component having primary interest and responsibility in the committee's area of concern. In many instances Agency participation in routine committee business requires only that the CIA member consult informally with his working-level colleagues.

2. There are other instances, however, when early in the process the CIA member should seek wider and more formal coordination and senior-level concurrences in his positions on draft committee and subcommittee papers. CIA members should consider each item of committee and subcommittee business in terms of the advantages of or necessity for formal coordination with the CIA Deputy Directors, the CIA SIGINT Officer, CIA members of other USIB committees, or other Agency officials who have some stake in the topic under consideration. Obviously, rigid ground rules cannot be established to cover all cases, and the matter of when and with whom to effect coordination in each case rests in the judgment of the pertinent CIA members of the USIB committee structure.

3. In all cases, the CIA position on final committee papers must be fully coordinated at Directorate levels before being referred to the USIB. The facts of coordination and concurrence or non-concurrence must be stated in all briefing notes to me. Briefing notes are desired on all papers which are scheduled as agenda items for Board discussion and on other items that are controversial or complex. All briefing notes must be forwarded to me through the Deputy Director for Intelligence, who is responsible, by regulation, for developing a coordinated CIA position on USIB matters for the CIA member of the Board.

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25X1 4. The CIA members of USIB committees should notify CIA subcommittee members of these instructions. If you have questions on the instructions, please seek the advice of my USIB support officer, [] of the Executive Staff, DDI, on [] 25X1

R. E. Cushman, Jr.

R. E. Cushman, Jr.
Lieutenant General, USMC
CIA Member, USIB

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